

## JASPER CITY COUNCIL MINUTES

Regular Meeting – August 11, 2015

The Jasper City Council of the City of Jasper met in said city, August 11<sup>th</sup>, 2015 at the Jasper City Office. Council members present: Mayor Mike Baustian, Lisa Rodman, Pete Johnson, Karen Damman & Jeff Leslie; Employees present; Clerk-Treasurer Cortney Kounkel, Assistant Clerk-Treasurer Stella Lingen, Public Works Superintendent Brian Thode; *Jasper Journal's* Kyle Kuphal; Others in attendance; Olivia Burris, Jim & Carolyn Baustian;

Mayor Baustian called the meeting to order, followed by the Pledge of Allegiance;

Community Concerns:

Olivia Burris addressed the council about the lack of cleanup on the parade route after Quarry Days. Burris stated that she lives directly on the parade route and has noticed candy wrappers and garbage strewn along her property as well as off her property. Burris informed the Council that she has been picking up garbage left behind along the parade route whenever she walks her dog for fear of her dog consuming chocolate products. Burris suggested that the Council look into recruiting volunteers to help clean up the parade route after the parade has finished or have the parade participants clean up afterwards. Thode informed the Council that the City does not have rights to go on a resident's lawn to clean up the garbage. The Quartziter Committee does place garbage cans along the parade route encouraging everyone to pick up their trash but it is hard to enforce. Rodman informed Burris that everyone on the Quartziter Committee is stretched to the max so man power is limited. Baustian asked Burris if she would be interested in heading a cleanup committee. Burris is not interested. The Council will take into consideration Burris's recommendations for the next Quartziter Days Parade.

Carolyn Baustian presented the council with a poster created by her daycare children thanking the Council and City workers for everything they do.

Review & approve the minutes from Regular Meeting July 14<sup>th</sup>, 2015. Motion by Johnson, seconded by Rodman to approve the minutes. All ayes, motion carried.

Review & approved the July Claims to date: Univar USA, Mosquito Spray \$2,292.47; Double D Gravel, Pea Rock \$8,073.43; USDA/Rural Development, Emergency Services Building \$12,698.00; Rodman motioned to approve the July claims, Damman seconded, all ayes, motion carried;

Receipts: MN Management & Budget, ½ LGA/PERA Aid \$104,901.00; MN Management & Budget, Small City Assist \$7,615.50 (delegated to roads);

Delinquent Sewer/Water/Garbage account report:

-One account is a month past due but continues to pay each month;

-Landlord paid off entire amount of tenants balance on one account;

The aforementioned minutes have been drafted for approval.

-Beneficiary of property called requesting legal description, amount of taxes per year, and whether or not the property is listed on the National Historical Website. Lingen advised her to call the Assessor's Office.;

-One account is not paying anything, landlord or previous tenant. The bill will continue to grow;

New Business:

The Minnesota State Demographer Report was presented to the council. As of April 1, 2014, the population estimate is 614 & household estimate is 288. The council questioned whether Rock County was included in this, which it is;

The 2016 Local Government Aid projected amount is \$209,931.00 which is up \$736.00 from 2015;

Section 3.67, Subdivision 1 Revision was presented to the council. "Totes" replaced the word "bag". Revisions approved;

Leslie mentioned that recycling totes are needed in town. Norm VanDyke stated at a previous meeting that there are totes available in Pipestone; someone will just have to pick them up. Kounkel will contact Kyle Krier with the Soil Conservation and ask about obtaining the totes;

A resident is missing a garbage can. Exact date it went missing is unknown;

Chapter 4 Ordinances were discussed. Noted to leave Chapter 4 as is. Chapter 5 Ordinances will be reviewed during the September Council Meeting;

Old Business:

Kounkel updated the Council on the burial plots purchased by Charley Cook on June 1, 1918. Kounkel had the public notice published in the Jasper Journal for 3 consecutive weeks. A copy of the ordinance was also mailed to the last known address of Cook, however the letter was returned to the City as it was unable to forward. Lingen skimmed through the Cemetery Book and found approximately 70 graves that fall into the resolution. It was discussed that a block public notice would be more cost efficient for the City instead of doing each individual grave separately. Lingen will work on getting the list together. This will double, if not triple the current grave inventory;

The Jasper Baptist Church letter was presented to the council;

Progress of the Jasper Wellness Center was discussed. A ribbon cutting ceremony will take place on Saturday, August 29<sup>th</sup> @ 10:00 a.m. Some needed items include security cameras, fire extinguishers, and exit signs. Kounkel and Lingen informed the council that there have been many requests for an instructor to show individuals how to properly use the equipment. The Wellness Center Committee will contact Andrea Lindberg to do this as she ran a fitness center for many years and has the experience to show others how the equipment works. If Lindberg agrees, orientation will be scheduled around her schedule. The Coca-Cola machine was delivered today. Brian Persing is leasing the machine from Coca-Cola so the money collected from the machine will go directly to Persing. Kounkel informed the council that the City already put \$17.00 in the machine as ownership was not specified beforehand. We will ask that the \$17.00 be reimbursed to the City from Persing. Kounkel looked into purchasing more Prox Cards

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as there were only 25 supplied with the lock system. The best deal was on Amazon purchasing a pack of 25 cards for \$55.00, which is \$2.20 per card. The cards are being authorized to Wellness Center Members for \$10.00 each. A replacement card will also cost \$10.00. With the new lock system, individuals may stop by the City Office to sign up for their memberships as we can control their access to the Wellness Center until it officially opens September 1<sup>st</sup>. This is so staff is not bombarded with memberships on the first day. Kounkel will run an ad in the newspaper, on Facebook and the City website encouraging everyone to sign up before September 1<sup>st</sup>. The ad will also invite the public to the ribbon cutting ceremony. The Ambulance and Fire Department will receive a card free of charge in case of an emergency. Leslie mentioned that the back area of the building will need to be cleaned up before opening day so emergency personnel can enter or exit through the rear. The back door will also be used as an emergency alternate exit. Proper exit signs will need to be mounted. Kounkel will contact MMUA regarding the requirements of the exit signs. Fire extinguishers will also need to be placed at each exit. Kounkel will contact Heiman, Inc. and see if they can add the Wellness Center to the list;

#### PUBLIC WORKS REPORT:

One land use permit was authorized. Peggy Jo Harwich installed a chain link fence around the back of her property;

Sealcoating of the streets will begin the end of next week. A notification will be placed on Facebook, the website, in the post office, Mini Mall, etc. advising resident's to keep their cars off the streets during this time. Kounkel will make up flyers to place on resident's vehicles advising them of this as well;

Thode informed the Council that we have not yet received the insurance payout from the shingling work done on the City owned buildings. He is hoping to receive the payment by the end of next week;

Heavy rains have been washing out alleyways. There are approximately 5 alleys that continuously need gravel poured. Thode proposed budgeting in asphalt for these alleyways during the budget meeting. In the long run it will be more cost efficient for the City;

Terry Skyberg has the bid for the cement block behind DeJongh;

The culvert by Hall's house will need to be cut back some as resident's are afraid their kids may get too close and cut themselves on the sharp edges;

The alleyway next to Julie Kounkel's residence was discussed as it had been asphalted about 8 years ago. This was paid for by a private resident on the block and has held up well. The alley should be seal coated as well to ensure longevity. The front drive area of Sunrise Village was also discussed. This was seal coated in the past but unsure of whom paid for it. Kounkel will look into this;

#### ITEMS ANYONE WANTS TO ADD TO THE AGENDA:

The 2016 agreement between the Pipestone County Sheriff's Office and the City of Jasper was presented. The agreement states that Jasper has a population of 633, however, the MN State Demographer Report states a population of 614. This would put the contracted amount down to \$32,204.00 instead of \$33,200.00. Kounkel will contact Sheriff Vreeman regarding this;

The aforementioned minutes have been drafted for approval.

Upcoming Meetings: The Council will meet again on Tuesday, August 18<sup>th</sup> @ 7:00 p.m. to discuss the 2016 Budget.

Damman motioned to adjourn, Rodman seconded. All ayes, meeting adjourned.

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Cortney Kounkel, Clerk-Treasurer

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Mike Baustian, Mayor

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